



STATE PROCUREMENT OFFICE NOV 29 P2:28
NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DAGS/ICSD/PSB
Name of Requesting Department

Pursuant to HRS §103D-306, and Subchapter 9, HAR Chapter 3-122, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured. See attached	
2. Vendor/Contractor Name: UNISYS Corporation	3. Amount of Request: \$ 61,075.28
4. Term of contract (shall not exceed 12 months), if applicable: From: Acceptance of System To: 1yr After Acceptance Dte	5. Prior Sole Source Ref No.:
6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction. See attached	
7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work. See attached	
8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction. See attached	

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

See attached

10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.

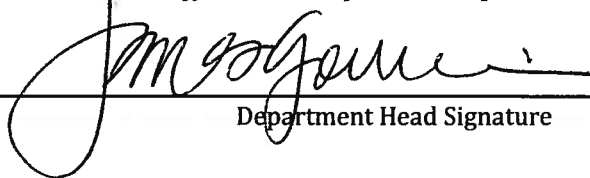
(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Wayne Sasaki	DAGS/ICSD	586-1901 x343	Wayne.T.Sasaki@hawaii.gov
Selma Murota	DAGS/ICSD	586-1901 x446	Selma.L.Murota@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Price Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.


Department Head Signature

NOV 18 2011

Date

For Chief Procurement Officer Use Only

11. Date Notice Posted:

12/1/2011

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

Chief Procurement Officer
State of Hawaii
P.O. Box 119
Honolulu, HI 96810-0119

12. Chief Procurement Officer (CPO) Comments:

This request is disapproved as it does not meet the requirements of a sole source procurement pursuant to HRS §103D-306, as other vendors may be able to fulfill the requirements. SPO understands that the department will use the appropriate method of procurement to fulfill their requirements. The department may utilize small purchase procedures for repairs to the existing equipment pursuant to Procurement Circular No. 2009-15.

☐ Approved

☒ Disapproved

☐ No Action Required

Adam S. Jorgensen
Chief Procurement Officer Signature

12/16/2011
Date

Notice & Request for Sole Source Attachment
Replacement of 10+ Years Old Data Entry System

1. Describe the goods, services, or construction to be procured.

Replacement of 10+ years old Data Entry data capture retrieval system that original manufacturer and other vendors can not provide any maintenance servers as of 1/1/2012. (Refer to Unisys letter dated January 31, 2011, which ICSD PSB did not receive until August 2011.) The new system will include an Unisys ES3000 Model 3560T Enterprise Server, Unixware Business Edition Operating System software, and the Atlantic Computer Technologies Data Capture Software. Softwares will be installed and configured for the State whereby the vendor will certify that the data capture software is running properly on the server. The vendor also will provide onsite support and training to insure system is running successfully; basically a turnkey system. (Refer to Email from Charles Yoshioka dated 9/21/11 for more details.)

6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction.

The new data capture retrieval system will be an upgraded version of the current Data Entry data capture retrieval system. Technical support and maintenance services will be available to the State whenever there are system or hardware problems occur. Training for the new system will be minimum since many of the data capture retrieval software features will be the same. The new data capture retrieval software will be using the existing templates that are currently being used. The verification of data and keystroke counts features will still be on the new data capture retrieval software. Data entered will be formatted and downloaded in the same layout format as today. Mainframe applications do not need to be modified.

7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.

The Unisys hardware/software system captures data that the DE Key punch Operators enter into it. The system allows the data to be verified, reformatted, and downloaded to another electronic media. This is a critical component of processing data on various ICSD mainframe application systems owned by various State Departments and Agencies such as Budget and Finance, ICSD, Dept. of Health, Dept. of Labor and Industrial Relations, Dept. of Education, and Dept. of Accounting and General Services (Payroll, Central Warrant Writer, Recon, and FAMIS). Schedules have been setup in order for mainframe application jobs can be processed automatically and in the correct sequence. The Data Entry Key punchers experiencing multiple keying problems with the system and failure to have this system operating will result in ICSD unable to meet job processing deadlines or data correctly interfacing with other State agencies application systems. Thus the system and hardware must be maintained by authorized trained professionals who are capable of providing timely and efficient services to ensure continuous operation of the data entry equipment.

8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services, or construction.

Since Data Entry system is slowly being phased out in the technology, there are not too many available reliable vendors who can offer their technologies and services to ensure there are no disruptions or major problems to the State's current data entry operations. Although, there are other vendors, Unisys is the most capable of providing the services that will minimize any downtime or changes to the various State application systems that utilize the data records generated by the Data Entry system. Training of personnel will be minimal since their system will be capable of utilizing the existing templates, approximately over 100 templates.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

The options listed were analyzed and found to be unacceptable and not feasible. This is because of the committed time required of ICSD staff were unacceptable. The time required was for recreating and/or testing new templates for the over 100+ data entry screens and for the capturing and reformatting of data to be processed on the respective mainframe systems. Also, keystroke counts will need to be captured and verified for statistical and reimbursement purposes. This project requires at least 3+ months of ICSD's resources time. The following options that were analyzed by various Branches of ICSD and rejected them:

Notice & Request for Sole Source Attachment (Continued)

Replacement of 10+ Years Old Data Entry System

Option 1: Create new Data Entry programs and utilize ICSD servers and PCs which will take an additional 3 months to do.

Option 2: Purchase / lease commercial data capture retrieval software and utilize ICSD servers and PCs which could take an additional 3 or more months to complete.

Option 3: Retain current software and utilize ICSD servers and PCs. ICSD currently does not have the capacity to host a Data Entry system.

The software vendor ACT/DCR will only certify their application programs on Unisys servers. (Refer to emails by Charles Yoshioka dated 8/17/11 and Barrett Anderson dated 11/17/11.)